

2010 Hiring Reform Action Plan

Hiring Reform Initiative:

Ensure managers and supervisors are fully involved in the hiring process and are provided training on effective and efficient ways to recruit and hire

Date:

08/02/2010

Describe the barrier, problem, or deficiency being addressed:

Not hiring people quickly enough, not hiring as many high-quality people as needed, gaps in filling mission-critical positions

Describe what is causing the barrier/problem (i.e., What is the root cause?):

Not using full range of hiring authorities; lack of consultation between CSP and management

Define success or the desired outcome upon completion of applied tasks:

Hiring employees more quickly, getting higher quality candidates

Primary Action Planning Team

Lead: Shelia Tolliver, Chief, Recruitment & Staffing Branch, Civil Service Personnel Division, Office of Human Resources (OHR/CSP/RS)

Members: Sandra Wiggins (OHR Deputy Director); Michelle Batie (Chief, OHR/CSP); Tom Davis (Chief, OHR/Outreach & Marketing)

Action Steps

Actions to be Taken	Key Deliverables/Output	Start Date/ End Date	Responsible Party (Parties)	Budget, Resources, and Approvals Needed
Provide training to hiring managers and Administrative Management Staff (AMS) on recruitment and hiring flexibilities	Increased use of recruitment and hiring flexibilities	7/10 /2010 Continuing	OHR/CSP	
Identify when and on what topics CSP and management consult	Decreased individual calls from management officials and AMS	Continuing	OHR/CSP/RS	
Provide management written guidance on hiring process.	Avue instructions on hiring process; Revised ADS 418 (Merit Staffing Program that reflects the new E2E hiring model)	Target date: 11/01/2010	OHR/CSP/RS	
Hiring officials are attending career events	Greater number of tentative on-the-spot offers under Direct Hire Authority	Continuing	OHR/CSP; SMEs; Hiring Officials	\$